

FOREWORD

This manual has been developed and revised to provide the reader, project architect, project engineer, or agency representatives, with the necessary information to complete a construction project for the State of Kansas. All procedures are developed in accordance with state statute (K.S.A.75-1266) and the accepted practices of architecture and engineering.

Any concerns or conflicts found in this manual should be brought to the attention of the Division of Facilities Management. Send comments in writing to DFMAS.Info@da.ks.gov. In the subject line, please reference the Building Design and Construction Manual.

It is DFM's intent to post major updates annually on or about January 1; statutory updates on or about July 1; unscheduled interim updates for specific major changes if required; and unscheduled forms updated as required. Obtain copies of this manual at www.da.ks.gov/fp click on "Building Design and Construction Manual".

Each chapter and form that is posted is accompanied by the posting date of the revision. Each firm and agency is responsible for downloading the current version of the manual. Visit www.da.ks.gov/fp/ often for the latest version of the manual and the latest versions of each form.

DFM's charge in 2009 was to generate less paper by utilizing and promoting paperless business practices. Any and all electronic procedural methods firms are willing to share with DFM will be reviewed for implementation with respect to DFM's procedures and technical abilities.

Division of Facilities Management